

RECLAMATION

Managing Water in the West

Funding Opportunity Announcement No. BOR-DO-18-F005

WaterSMART Cooperative Watershed Management Program Phase I Grants for Fiscal Year 2018



U.S. Department of the Interior
Bureau of Reclamation
Policy and Administration
Denver, Colorado

November 2017

Mission Statements

The U.S. Department of the Interior protects America's natural resources and heritage, honors our cultures and tribal communities, and supplies the energy to power our future.

The mission of the Bureau of Reclamation is to manage, develop, and protect water and related resources in an environmentally and economically sound manner in the interest of the American public.

Cover photo: The Rio Grande River, New Mexico. Photo by Alexander Stephens, Reclamation.

Synopsis

Federal Agency Name:	Department of the Interior, Bureau of Reclamation, Policy and Administration
Funding Opportunity Title:	WaterSMART Cooperative Watershed Management Program (CWMP) Phase I Grants for fiscal year (FY) 2018
Announcement Type:	Funding Opportunity Announcement (FOA)
Funding Opportunity Number:	BOR-DO-18-F005
Catalog of Federal Domestic Assistance (CFDA) Number:	15.554
Dates: (See FOA Sec. D.4)	Application due date: Wednesday, January 31, 2018 4:00 p.m. Mountain Standard Time
Eligible Applicants: (See FOA Sec. C.1)	<p>Applicants eligible to receive financial assistance to fund activities under this FOA include:</p> <p>New Watershed Group: States, Indian tribes, local and special districts (e.g., irrigation and water districts, etc.), local governmental entities, interstate organizations, and non-profit organizations.</p> <p>Existing Watershed Groups: In order to be eligible to receive an award for funding as an Existing Watershed Group, the applicant must be an eligible entity as described immediately above for New Watershed Groups, and must be either be: (1) An existing watershed group, (i.e., a grassroots, non-regulatory legal entity that otherwise meets the definition of a watershed group as described in <i>Section A.2., Objective of this Funding Opportunity Announcement</i>; or (2) a participant in an existing watershed group.</p>
Recipient Cost Share: (See FOA Sec. C.2)	A non-Federal cost share contribution is not required for Phase I CWMP activities funded under this FOA.
Federal Funding Amount: (See FOA Sec. B.1)	Up to \$100,000 in Federal funds may be awarded to an applicant per award, with no more than \$50,000 made available in each year for a period of up to two years.
Estimated Number of Agreements to be Awarded: (See FOA Sec. B.1)	<p>The FY 2018 President's budget includes \$1.75 million for the CWMP. The FY 2017 appropriations bill included \$2.25 million for the CWMP. Reclamation anticipates that approximately \$1.5 million will be available for this FOA. However, Reclamation will determine the amount of funding available for award for this WaterSMART FOA once final FY 2018 appropriations have been made. Any awards are subject to a determination by Reclamation that appropriations are available and that awards can be made consistent with all program requirements.</p> <p>Applications submitted under this FOA may also be considered if additional funding becomes available in FY 2018 or thereafter.</p>

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Application Checklist

The following table contains a summary of the information that you are required to submit with your application.

✓	What to submit	Required content	Form or format	When to submit
	Mandatory Federal Forms: Application for Federal Financial Assistance Budget Information Assurances Disclosure of Lobbying Activities	See Sec. D.2.2.1	SF-424, SF-424A, SF-424B, and SF-LLL http://www.grants.gov/web/grants/forms/sf-424-family.html	*
	Title page	See Sec. D.2.2.2	Page 15	*
	Table of contents	See Sec. D.2.2.3	Page 15	*
	Technical proposal:			*
	Executive summary	See Sec. D.2.2.4	Page 15	*
	Background data	See Sec. D.2.2.4	Page 16	*
	Project description	See Sec. D.2.2.4	Page 16	*
	Evaluation criteria	See Sec. E.1	Page 27	*
	Environmental and cultural resources compliance	See Sec. D.2.2.5	Page 17	
	Required permits or approvals	See Sec. D.2.2.6	Page 17	
	Project Budget:			*
	Funding plan	See Sec. D.2.2.7	Page 18	*
	Budget narrative	See Sec. D.2.2.7	Page 19	*
	Letters of support	See Sec. D.2.2.8	Page 22	*
	Official Resolutions	See Sec. D.2.2.9	Page 22	**
	Unique Entity Identifier and System for Award Management	See Sec. D.3	Page 22	***

* Submit materials with your application.

** Document should be submitted with your application; however, please refer to the applicable section of the FOA for extended submission date.

*** Should be completed prior to application deadline; however, please refer to the applicable section of the FOA for extended completion date.

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Acronyms and Abbreviations

ASAP	Automated Standard Application for Payments
ARC	Application Review Committee
CE	Categorical Exclusion
CEC	Categorical Exclusion Checklist
CFDA	Catalog of Federal Domestic Assistance
CFR	Code of Federal Regulations
CWA	Clean Water Act
CWMP	Cooperative Watershed Management Program
Department	U.S. Department of the Interior
DUNS	Data Universal Number System
EA	Environmental Assessment
EIS	Environmental Impact Statement
ESA	Endangered Species Act
FOA	Funding Opportunity Announcement
FONSI	Finding of No Significant Impact
FY	fiscal year
GO	Grants Officer
NEPA	National Environmental Policy Act
NHPA	National Historic Preservation Act
NOAA	National Oceanic and Atmospheric Administration
P.L.	Public Law
SAM	System of Award Management
SPOC	Single Point of Contact
Reclamation	Bureau of Reclamation
ROD	Record of Decision
U.S.C.	United States Code
USFWS	U.S. Fish and Wildlife Service
USGS	U.S. Geological Survey
WaterSMART	Sustain and Manage America's Resources for Tomorrow

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Section A. Funding Opportunity Description

A.1. Program Information

The Nation faces an increasing set of water resource challenges. Aging infrastructure, rapid population growth, depletion of groundwater resources, impaired water quality associated with particular land uses and land covers, water needed for human and environmental uses, and drought all play a role in determining the amount of freshwater available at any given place and time. Water shortages and water-use conflicts have become more commonplace in many areas of the United States, even in normal water years. As competition for water resources grows—crop irrigation, city and community growth, energy production, and the environment—the need for information and tools to aid water resource managers also grows.

These water issues are exacerbating the challenges facing traditional water management approaches which, by themselves, no longer meet today's needs. The WaterSMART Program provides a framework for Federal leadership and assistance to stretch and secure water supplies for future generations in support of the priorities of the Department of the Interior (Department). Through WaterSMART, Reclamation leverages Federal and non-Federal funding to support stakeholder efforts to stretch scarce water supplies and avoid conflicts over water. Working together with our stakeholders, WaterSMART provides support for creating a legacy of conservation stewardship, sustainably developing our energy and natural resources, modernizing our infrastructure through public-private partnerships, and restoring trust with local communities by improving relationships and communication with states, tribes and local governments, communities, landowners and water users.

The Cooperative Watershed Management Program (CWMP) contributes to the Department's priorities to create a legacy of conservation stewardship and restore trust with local communities by providing funding to grassroots, local watershed groups to encourage diverse stakeholders to develop collaborative solutions to address their water management needs. By providing this funding, the Bureau of Reclamation (Reclamation) is working with local communities to support the sustainable development of water resources, improving the ecological resilience of rivers and streams, and conserving water for multiple uses using collaborative conservation efforts.

In accordance with the authority for the CWMP, Reclamation may fund the development of watershed groups and watershed restoration planning (Phase I) and the implementation of on-the-ground watershed management projects (Phase II). In 2012, Reclamation initiated Phase I of the CWMP and has since awarded a total of \$2.4 million in funding for the development of 30

watershed groups in nine states. In 2017, Reclamation initiated Phase II of the CWMP and selected 7 projects totaling approximately \$660,000 in Federal funding. Going forward, Reclamation will post separate funding opportunity announcements (FOAs) for Phase I and Phase II projects, either within the same fiscal year or in alternating fiscal years, depending on the amount of appropriations available.

This FOA provides funding to watershed groups for Phase I projects for watershed group development and restoration planning. Contingent on appropriations, Reclamation anticipates releasing an FOA for Phase II projects in the spring of 2018.

For further information on the CWMP see www.usbr.gov/watersmart/cwmp.

A.2. Objective of this Funding Opportunity Announcement

The objective of this FOA is to invite states, Indian tribes, irrigation districts, water districts, local governmental entities, non-profit organizations, existing watershed groups, and local and special districts (e.g., irrigation and water districts, county soil conservation districts) to submit proposals for Phase I activities to develop a watershed group, complete watershed restoration planning activities, and design watershed management projects. See *Section C.3. Eligible Projects* for a more comprehensive description of eligible activities.

A “watershed group,” as defined in Section 6001(5) (see *Section A.2. Statutory Authority* for full citation) of the Cooperative Watershed Management Act (Act) is a grassroots, non-regulatory entity that addresses water availability and quality issues within the relevant watershed, is capable of promoting the sustainable use of water resources in the watershed, makes decisions on a consensus basis, and represents a diverse group of stakeholders, including hydroelectric producers, livestock grazing, timber production, land development, recreation or tourism, irrigated agriculture, the environment, municipal water supplies, private property owners, Federal, state and local governments, and tribes. (See Section 6001(5) of the Act for the statutory definition of a “watershed group”).

A.3. Statutory Authority

This FOA is issued under the authority of Section 6002 of the Cooperative Watershed Management Act, Subtitle A of Title VI of the Omnibus Public Land Management Act of 2009, Public Law (P.L.) 111-11 (42 United States Code [USC] 10364).

A.4. Other Related Funding Opportunities

Reclamation also provides financial assistance to watershed groups for the implementation of on-the-ground watershed management projects through Phase II of the CWMP. An FOA for Phase II will be available later in fiscal year (FY) 2018, contingent upon appropriations.

In addition, Reclamation provides funding for water management projects through several other programs under WaterSMART. Through WaterSMART Grants, Reclamation provides three funding opportunities. Water and Energy Efficiency Grants focus on projects that result in quantifiable and sustained water savings and projects that increase hydropower use and improve energy efficiency. The Small-Scale Water Efficiency Projects provides funding for small-scale water management projects (up to \$75,000 in Federal funding for each project) that have been identified through previous planning efforts. Finally, Water Marketing Strategy Grants provide support for entities exploring actions that can be taken to develop or facilitate water marketing.

Through the Drought Response Program, Reclamation provides funding to help build resilience to drought. Through Drought Contingency Planning, Reclamation supports the development of drought contingency plans with participation from a diverse set of stakeholders. Reclamation also provides funding for Drought Resiliency Projects supported by an existing drought contingency plan to build long term resilience to drought.

For information on the FOAs listed here, please visit the WaterSMART Program website: www.usbr.gov/watersmart.

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Section B. Award Information

B.1. Total Project Funding

Reclamation anticipates that approximately \$1.5 million will be available for award through this funding opportunity. The amount of funding available for awards depends on final FY 2018 appropriations. This FOA may be canceled if appropriations are insufficient to support new awards. Applications submitted under this FOA may also be considered if other funding becomes available in FY 2018 or subsequently. Updated funding information is available at www.usbr.gov/watersmart/cwmp. Through this FOA, Reclamation plans to award funds to Phase I applicants under two Applicant Categories: **(1) New Watershed Groups** and **(2) Existing Watershed Groups**.

B.2. Applicant Category Guidance

In general, applicants should apply as a New Watershed Groups if the group is just getting started, has completed little or no watershed restoration planning, and requires more substantial support for building the capacity of the watershed group and completing outreach to stakeholders. Groups that have been active in the watershed for several years and have previously conducted some watershed planning should apply as Existing Watershed Groups. Although New and Existing Watershed Groups will be scored using the same evaluation criteria (see *Section E.1. Technical Proposal: Evaluation Criteria*), they will be ranked separately to ensure fairness. Note, the Application Review Committee (see *Section E.2.2. Application Review Committee*) has the discretion to change the Applicant Category for an application where they deem appropriate.

Note, entities may receive funding multiple times under Phase I of the CWMP; however, each project must have a distinct scope of work. In addition, when applying, entities that have previously received funding through CWMP Phase I should explain how their new project differs from and builds on past Phase I projects(s).

B.3. Project Funding Limitations

A total of up to \$100,000 in Federal funds may be awarded to an applicant over the two-year period, with no more than \$50,000 to be available per year. A non-Federal cost share contribution is not required for Phase I activities funded under this FOA. Within nine months from the initial date of award, Reclamation shall determine whether a recipient has made sufficient progress in the first year to justify second year funding.

B.4. Assistance Instrument

Project awards will be made through grants or cooperative agreements as applicable to each project. If a cooperative agreement is awarded, the recipient should expect Reclamation to have substantial involvement in the project.

Substantial involvement by Reclamation may include:

- Collaboration and participation with the recipient in the management of the project and close oversight of the recipient's activities to ensure that the program objectives are being achieved.
- Oversight may include review, input, and approval at key interim stages of the project.

At the request of the recipient, Reclamation can provide technical assistance after award of the project. If you receive Reclamation's assistance, you must account for these costs in your budget. To discuss available assistance and these costs, contact the program coordinator identified in *Section G. Agency Contacts*.

Section C. Eligibility Information

C.1. Eligible Applicants

Applicant Eligibility for New Watershed Groups

Applicants eligible to receive an award as a New Watershed Group include states, Indian tribes, local and special districts (e.g., irrigation and water districts), local governmental entities, interstate organizations, and non-profit organizations. To be eligible, applicants must also meet all of the following requirements:

- Significantly affect or be affected by the quality or quantity of water in a watershed
- Be capable of promoting the sustainable use of water resources
- Be located in the western United States or Territories as identified in the Reclamation Act of June 17, 1902, as amended and supplemented; specifically: Arizona, California, Colorado, Idaho, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming, American Samoa, Guam, the Northern Mariana Islands, and the Virgin Islands

Applicant Eligibility for Existing Watershed Groups

In order to be eligible to receive an award as an Existing Watershed Group, the applicant must be an eligible entity as described immediately above and must be either:

1. An existing watershed group, (i.e., a grassroots, non-regulatory legal entity that otherwise meets the definition of a watershed group as described above in *Section A.2. Objective of this Funding Opportunity Announcement*).
2. A participant in an existing watershed group that meets the definition of a watershed group as described above in *Section A.2. Objective of this Funding Opportunity Announcement*.

Those not eligible include, but are not limited to, the following entities:

- Federal Governmental entities
- Institutes of higher education, except cooperative watershed management organizations sponsored by institutes of higher education
- 501(c)(4) organizations
- 501(c)(6) organizations
- Individuals

C.2. Cost Sharing Requirements

There is no requirement for a non-Federal cost share contribution for Phase I activities. If the applicant is voluntarily providing a non-Federal cost share this must be noted in the budget proposal (see *Section D.2.2.7. Project Budget*).

C.3. Eligible Projects

C.3.1 Eligible Projects

Applicants can apply for funding for activities within one or more of the following three Task Areas. Note: The work described in Task Areas A-C must be completed for applicants to be eligible for funding under Phase II of the CWMP for the implementation of watershed management projects. However, Task Areas do not necessarily need to be completed through this program.

1. Task A - Watershed Group Development: Watershed group development activities include, but are not limited to:

- Hiring a watershed group coordinator to organize the group and coordinate its activities.
- Developing a mission statement, vision statement, and goals for the watershed group.
- Hiring a facilitator to assist with outreach to stakeholders.
- Conducting outreach activities, such as the creation of an outreach plan and information materials (e.g., brochures, advertisements, website, videos) and conducting stakeholder meetings to establish broad-based, diverse membership.
- Gathering information about issues and needs related to water quality and quantity within the watershed (e.g., through research, talking to government agencies and local universities).
- Conducting pre-planning activities, including outlining a watershed restoration plan, researching existing plans related to the watershed, collecting baseline information, and identifying restoration needs for the watershed.

Note: The development of *articles of incorporation, bylaws, and business practices* and *staff salaries and contractor costs* are eligible activities for both New and Existing Watershed Groups and can be completed as part of any Task Area. See *Section B.2. Applicant Category Guidance* for a description of New and Existing Watershed Groups.

2. Task B – Watershed Restoration Planning: Watershed restoration planning activities may include, but are not limited to:

- Completing a watershed restoration plan, improving on existing restoration plans, or conducting water quality or quantity studies needed to provide baseline information about the watershed.
- Conducting mapping and other technical analyses, including obtaining data, performing modeling, or developing goals and benchmarks for the restoration plan.
- Obtaining project management services or software technology required to formulate the watershed restoration plan.
- Interviewing watershed group members and stakeholders to gain an idea of projects that would improve the watershed.
- Working with watershed group members, landowners, Federal agencies, and state or local governments to determine how the watershed can be improved.
- Reviewing watershed-specific best management practices established by Federal, state, and local government agencies.
- Developing general watershed management project concepts or performing an analysis of the watershed to identify and prioritize watershed management projects. For example, creating a matrix within the watershed restoration plan that outlines and prioritizes watershed management projects.

Watershed Restoration Plan Guidance: A watershed restoration plan is a tool designed to help a watershed group plan for and implement restoration activities in their watershed. A watershed restoration plan should describe the issues of concern related to water resources within the watershed and identify potential solutions. Reclamation understands that watershed restoration plans may take different forms depending on the purpose for which they were developed. Rather than prescribing particular requirements, Reclamation encourages recipients to develop a restoration plan that best meets the needs of the watershed. However, recipients should consider that the Phase II funding opportunity, which provides funding for on-the-ground watershed management projects, prioritizes projects outlined in watershed restoration plans that are more holistic, addressing multiple issues related to water resources within the watershed, and plans developed by stakeholders with diverse interests. You can find watershed restoration plans completed by previously selected CWMP Phase I recipients on Reclamation's website, www.usbr.gov/watersmart/cwmp/plans.html.

3. Task C - Watershed Management Project Design: Project design activities can include, but are not limited to:

- Completing an analysis in order to prioritize watershed management projects and identify specific project locations.
- Completing site-specific project design and engineering.
- Developing project timelines and milestones.
- Researching what type of site-specific environmental compliance will be necessary to implement a project, particularly if the applicant intends to seek Federal funding to implement the project in the future (e.g., under Phase II of this program). We recommend contacting your local Reclamation office (www.usbr.gov/main/offices.html) as part of such research, to discuss the required environmental and cultural resource compliance and costs associated with potential projects. If a potential project is located on land owned by a different Federal agency, other than Reclamation, we also recommend contacting that agency.

Note: If some monitoring, measurement, or other field work (e.g., water quality monitoring, vegetation surveys) is needed to inform the watershed restoration planning activities, such work may be eligible for funding so long as it comprises only a minor part of the work described in the proposal. Applicants should note that these activities may require environmental and cultural resource compliance. Applications containing these activities must budget for all associated compliance work and should discuss the required compliance. We recommend contacting your local Reclamation office (www.usbr.gov/main/offices.html) to discuss the required environmental and cultural resource compliance and associated costs prior to submitting your application.

C.3.2 Ineligible Projects

Projects not eligible for funding under this FOA include, but are not limited to, scientific research and the project types identified immediately below.

C.3.2.1. Other Planning Projects

Proposals for the development of planning efforts other than watershed restoration plans are not eligible for funding under this FOA. This includes proposals for the development of drought plans, appraisal investigations, feasibility studies, special studies, Basin Studies, or studies authorized under the Title XVI Water Recycling and Reuse Program, through P.L.102-575, as amended (43 USC 390h et seq.), or under the Rural Water Program, pursuant to the Rural Water Supply Act of 2006, P.L.109-451 (<https://www.usbr.gov/ruralwater/>).

C.3.2.2. On-the-Ground Watershed Management Projects

Implementing on-the-ground watershed management projects is funded under a separate FOA for Phase II activities and is not eligible for funding under this FOA. On-the-ground watershed management projects include, but are not limited to, removing fish passage barriers or installing fish passage structures, streambed and streambank modifications, invasive species removal, vegetation restoration, installing fences, and water conservation and efficiency projects (e.g., canal lining and piping).

C.3.2.3. Water and Land Purchases and Easements

A project that proposes using Federal funding primarily for the purchase of water or land, or to secure an easement, is not eligible under this FOA.

C.3.2.4. Building Construction

A project that proposes to construct a building is not eligible for Federal funding under this FOA (e.g., a building to house administrative staff or to promote public awareness of water conservation).

C.3.2.5. On-Farm Irrigation Efficiency Improvements

Projects to conduct on-farm irrigation efficiency improvements are not eligible under this FOA. Applicants interested in on-farm improvements should contact the U.S. Department of Agriculture's (USDA) Natural Resources Conservation Service (NRCS) to investigate opportunities for Federal assistance. For more information on NRCS programs, including application deadlines and a description of available funding, please contact your local NRCS office or visit www.nrcs.usda.gov for further contact information in your area.

C.3.2.6. Pilot Projects

A project that proposes to conduct a pilot study to evaluate technical capability, economic feasibility, or viability for full-scale implementation or to test an unproven material or technology is not eligible for Federal funding under this FOA.

C.3.3 Length of Projects

In general, proposed projects should be completed within **2 years** of award. Applications for projects requiring more time will be considered for funding only under limited circumstances.

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Section D. Application and Submission Information

D.1. Address to Request Application Package

This document contains all information, forms, and electronic addresses required to obtain the information required for submission of an application.

If you are unable to access this information electronically, you can request paper copies of any of the documents referenced in this FOA by contacting:

By mail: Bureau of Reclamation
Financial Assistance Support Section
Attn: Mr. Darren Olson
Mail Code: 84-27814
P.O. Box 25007
Denver, CO 80225

By e-mail: dolson@usbr.gov

By telephone: 303-445-3697

D.2. Content and Form of Application Submission

All applications must conform to the requirements set forth below.

D.2.1. Application Format and Length

The total application package shall be no more than **35** consecutively numbered pages. If an application exceeds **35** pages, only the first **35** pages will be evaluated. The font shall be at least 12 points in size and easily readable. Page size shall be 8½ by 11 inches, including charts, maps, and drawings. Oversized pages will not be accepted. The technical proposal and evaluation criteria section shall be limited to a maximum of **25** pages. The SF-424 forms, letters of project support, and official resolution will not be considered in the total page count.

Applications will be prescreened for compliance to the page number limitations.

D.2.2. Application Content

The application must include the following elements to be considered complete:

- Mandatory Federal Forms
 - SF-424 Application for Federal Assistance
 - SF-424A Budget Information Non-Construction Programs

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- SF-424B Assurances Non-Construction Programs
- SF-LLL Disclosure of Lobbying Activities (if applicable)

SF-424, SF-424A, SF-424B, and SF-LLL forms may be obtained at <http://www.grants.gov/web/grants/forms/sf-424-family.html>

- Title page
- Table of contents
- Technical proposal and evaluation criteria (limited to **25** pages)
 - Executive summary
 - Background data
 - Project location
 - Technical project description
 - Evaluation criteria
- Environmental and cultural resources compliance, if applicant is undertaking activities involving measurement, monitoring, or field work
- Required permits or approvals
- Project budget
 - Budget proposal
 - Budget narrative
- Letters of project support (will not count toward the page limitation)
- Official resolution (will not count toward the page limitation)

D.2.2.1. Mandatory Federal Forms

The application must include the following standard Federal forms:

SF-424 Application for Federal Assistance

A fully completed SF-424, Application for Federal Assistance signed by a person legally authorized to commit the applicant to performance of the project must be submitted with the application. Failure to submit a properly signed SF-424 may result in the elimination of the application from further consideration.

SF-424 Budget Information

A fully completed SF-424A, Budget Information Non-Construction Programs, must be submitted with the application.

SF-424 Assurances

A SF-424B, Assurances—Non-Construction Programs signed by a person legally authorized to commit the applicant to performance of the project shall be included. Failure to submit a properly signed SF-424B may result in the elimination of the application from further consideration.

SF-LLL Disclosure of Lobbying Activities

A fully completed and signed SF-LLL, Disclosure of Lobbying Activities is required if the applicant has made or agreed to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action.

D.2.2.2. Title Page

Provide a brief, informative, and descriptive title for the proposed work that indicates the nature of the project. Include the name and address of the applicant, and the name and address, e-mail address, and telephone number of the project manager.

D.2.2.3. Table of Contents

List all major sections of the proposal in the table of contents.

D.2.2.4. Technical Proposal and Evaluation Criteria

The technical proposal and evaluation criteria (25 pages maximum) includes:

- (1) Executive summary
- (2) Background data
- (3) Project location
- (4) Technical project description
- (5) Evaluation criteria

Executive Summary

The executive summary should include:

- The date, applicant name, city, county, and state.
- A one paragraph project summary that specifies the work proposed, including how funds will be used to accomplish specific project activities and briefly identifies how the proposed project contributes to accomplishing the goals of this FOA.
- State the length of time and estimated completion date for the proposed project
- Whether or not the proposed project is located on a Federal facility

Background Data

As applicable, describe the watershed, including the source of water supply, the water rights involved, length of existence, current water uses (e.g., agricultural, municipal, domestic, instream uses, or industrial), and the types of water issues faced in the affected watershed (e.g., shortfalls in water supply, water quality issues, endangered species concerns, environmental issues, or other issues that the planned watershed group would like to address).

Project Location

Provide specific information on the geographic location of the area in which the watershed group will work including a map showing the geographic location. For example, {watershed area} is located in {state and county} approximately {distance} miles {direction, e.g. northeast} of {nearest town}. If applicable, please provide the United States Geological Survey (USGS) Hydrologic Unit Codes (HUC) in which the group will work. If available, please also provide location information in one of the following formats:

1. Shapefile (.shp)
2. KMZ/KML (.kmz or .kml) aka Google Earth File, not an exported Google Earth map
3. AutoCAD (.dwg)
4. PDF map (.pdf)

Technical Project Description

The technical project description should describe the work, including specific activities that will be accomplished. As part of this discussion, please address the following:

- **Applicant Category:** Please indicate whether you are seeking funding as a New or Existing Watershed Group and explain why you chose to apply under that Applicant Category. As part of this discussion, please provide a brief history of the group, including discussion of (1) when and how the group was initiated, and (2) ongoing projects or efforts (e.g., previous watershed planning activities).
- **Eligibility of Applicant:** Please write a narrative summary indicating how the applicant meets the eligibility requirements, as described in *Section C.1. Eligible Applicants*. Please include an explanation of the applicant's role in the New or Existing Watershed Group.
- **Goals:** Discuss the preliminary goals and objectives of the New or Existing Watershed Group.
- **Approach:** Briefly describe your planned approach for completing watershed group development and restoration planning activities. Please

Section D. Application and Submission Information

identify which of the Task Areas described in *Section C.3.1. Eligible Projects* you will address as part of this project, including a detailed discussion of what activities you will undertake within each Task Area. Note, if the watershed group previously received a CWMP Phase I grant, please explain how the scope of work of this project differs from and builds upon the past grant.

Evaluation Criteria

(See *Section E.1. Technical Proposal: Evaluation Criteria* for additional details, including a detailed description of each criterion and sub-criterion and points associated with each.)

The evaluation criteria portion of your application should thoroughly address each criterion and sub-criterion in the order presented to assist in the complete and accurate evaluation of your proposal.

It is suggested that applicants copy and paste the evaluation criteria and sub-criteria in Section E.1. Technical Proposal: Evaluation Criteria into their applications to ensure that all necessary information is adequately addressed

D.2.2.5. Environmental and Cultural Resources Compliance

If the project includes monitoring, measurement, or other field work, environmental and cultural resources compliance may be required. Applications containing these activities must budget for all associated compliance work and should discuss the required compliance. We recommend contacting your local Reclamation office (www.usbr.gov/main/offices.html) to discuss the required environmental and cultural resource compliance and associated costs prior to submitting your application.

Under no circumstances may an applicant begin monitoring, measuring, or other field work on a project before environmental compliance is complete and Reclamation explicitly authorizes work to proceed. This pertains to all components of the proposed project, including those that are part of the applicant's non-Federal cost-share. Reclamation will provide a successful applicant with information once environmental compliance is complete. An applicant that proceeds before environmental compliance is complete may risk forfeiting Reclamation funding under this FOA.

D.2.2.6. Required Permits or Approvals

Applicants must state in the application whether any permits or approvals are required and explain the plan for obtaining such permits or approvals.

D.2.2.7. Project Budget

The project budget includes:

- (1) Budget proposal

(2) Budget narrative

Budget Proposal

The budget proposal should include detailed information on the categories listed below and must clearly identify **all** Project costs, including those that will be contributed as non-Federal cost share. Unit costs must be provided for all budget items including the cost of work to be provided by contractors. The budget proposal should also include any in-kind contributions or donations of goods and services that will be provided to complete the project. It is strongly advised that applicants use the budget proposal format shown below on Table 1 or a similar format that provides this information. If selected for award, successful applicants must submit detailed supporting documentation for all budgeted costs.

Table 1.—Sample Budget Proposal Format

BUDGET ITEM DESCRIPTION	COMPUTATION		Quantity Type	TOTAL COST
	\$/Unit	Quantity		
Salaries and Wages				
Employee 1				\$
Employee 2				\$
Employee 3				\$
Fringe Benefits				
Full-Time Employees				\$
Part-Time Employees				\$
Travel				
Trip 1				\$
Trip 2				\$
Trip 3				\$
Equipment				
Item A				\$
Item B				\$
Item C				\$
Supplies and Materials				
Item A				\$
Item B				\$
Contractual/Construction				
Contractor A				\$
Contractor B				\$
Other				
Other				\$
TOTAL DIRECT COSTS				\$
Indirect Costs				
Type of rate	percentage	\$base		\$
TOTAL ESTIMATED PROJECT COSTS				\$

Budget Narrative

Submission of a budget narrative is mandatory. An award will not be made to any applicant who fails to fully disclose this information. The budget narrative provides a discussion of, or explanation for, items included in the budget proposal. Include the value of in-kind contributions or donations of goods and services and sources of funds provided to complete the Project. The types of information to describe in the narrative include, but are not limited to, those listed in the following subsections. Costs, including the valuation of in-kind contributions and donations, must comply with the applicable cost principles contained in 2 CFR Part §200, available at the Electronic Code of Federal Regulations (www.ecfr.gov).

Salaries and Wages

Indicate the program manager and other key personnel by name and title. Other personnel should be indicated by title alone. For all positions, indicate salaries and wages, estimated hours or percent of time, and rate of compensation. The labor rates must identify the direct labor rate separate from the fringe rate or fringe cost for each category. All labor estimates must be allocated to specific tasks as outlined in the applicant's technical project description. Labor rates and proposed hours shall be displayed for each task.

The budget proposal and narrative should include estimated hours for compliance with reporting requirements, including final project and evaluation. Please see *Section F.3.2. Program Performance Reports* for information on types and frequency of reports required.

Generally, salaries of administrative and/or clerical personnel will be included as a portion of the stated indirect costs. If these salaries can be adequately documented as direct costs, they should be included in this section; however, a justification should be included in the budget narrative.

Fringe Benefits

Identify the rates/amounts, what costs are included in this category, and the basis of the rate computations. Indicate whether these rates are used for application purposes only or whether they are fixed or provisional rates for billing purposes. Federally approved rate agreements are acceptable for compliance with this item.

Travel

Include purpose of trip, destination, number of persons traveling, length of stay, and all travel costs including airfare (basis for rate used), per diem, lodging, and miscellaneous travel expenses. For local travel, include mileage and rate of compensation.

Equipment

Equipment purchased with a value equal to or greater than \$5,000 is not eligible for reimbursement. *Note: if the value is less than \$5,000, the item should be included under “Materials and Supplies.”*

If equipment is being rented, specify the number of hours and the hourly rate. Local rental rates are only accepted for equipment actually being rented or leased.

Materials and Supplies

Itemize supplies by major category, unit price, quantity, and purpose, such as whether the items are needed for office use, research, or construction. Identify how these costs were estimated (i.e., quotes, past experience, engineering estimates, or other methodology).

Contractual

Identify all work that will be accomplished by subrecipients, consultants, or contractors, including a breakdown of all tasks to be completed, and a detailed budget estimate of time, rates, supplies, and materials that will be required for each task. Identify how the budgeted costs for sub-recipients, consultants, or contractors were determined to be fair and reasonable. *Note: If a sub-recipient, consultant, or contractor is proposed and approved at the time of award, no other approvals will be required. Any changes or additions will require a request for approval.*

Environmental and Regulatory Compliance Costs

If the proposed project includes monitoring, measurement, or other field work, the applicant must include a line item in the budget to cover environmental compliance costs. “Environmental compliance costs” refer to costs incurred by Reclamation and the recipient in complying with environmental regulations applicable to an award under this FOA, including costs associated with any required documentation of environmental compliance, analyses, permits, or approvals. Applicable Federal environmental laws could include National Environmental Policy Act (NEPA), Endangered Species Act (ESA), National Historic Preservation Act (NHPA), Clean Water Act (CWA), and other regulations depending on the project. Such costs may include, but are not limited to:

- The cost incurred by Reclamation to determine the level of environmental compliance required for the project
- The cost incurred by Reclamation, the recipient, or a consultant to prepare any necessary environmental compliance documents or reports
- The cost incurred by Reclamation to review any environmental compliance documents prepared by a consultant

Section D. Application and Submission Information

- The cost incurred by the recipient in acquiring any required approvals or permits, or in implementing any required mitigation measures

The amount of the line item should be based on the actual expected environmental compliance costs for the project, including Reclamation's cost to review environmental compliance documentation.

How environmental compliance activities will be performed (e.g., by Reclamation, the applicant, or a consultant) and how the environmental compliance funds will be spent, will be determined pursuant to subsequent agreement between Reclamation and the applicant. The amount of funding required for Reclamation to conduct any environmental compliance activities, including Reclamation's cost to review environmental compliance documentation, will be withheld from the Federal award amount and placed in an environmental compliance account to cover such costs. If any portion of the funds budgeted for environmental compliance is not required for compliance activities, such funds may be reallocated to the project, if appropriate.

Other Expenses

Any other expenses not included in the above categories shall be listed in this category, along with a description of the item and why it is necessary. No profit or fee will be allowed.

Indirect Costs

Indirect costs that will be incurred during the project, which will not otherwise be recovered, may be included as part of the applicant's project budget. Show the proposed rate, cost base, and proposed amount for allowable indirect costs based on the applicable cost principles for the recipient's organization. It is not acceptable to simply incorporate indirect rates within other direct cost line items.

If the applicant has never received a Federal negotiated indirect cost rate, the budget may include a *de minimis* rate of up to 10 percent of modified total direct costs. For further information on modified total direct costs, refer to 2 CFR §200.68 available at www.ecfr.gov.

If the applicant does not have a federally approved indirect cost rate agreement and is proposing a rate greater than the *de minimis* 10 percent rate, include the computational basis for the indirect expense pool and corresponding allocation base for each rate. Information on "Preparing and Submitting Indirect Cost Proposals" is available from the Department of the Interior, the National Business Center, and Indirect Cost Services, at www.doi.gov/ibc/services/finance/indirect-cost-services.

Total Costs

Indicate total amount of project costs, including the Federal and non-Federal cost share amounts.

D.2.2.8. Letters of Support

Please include letters from interested stakeholders supporting the proposed project. To ensure your proposal is accurately reviewed, please attach all letters of support/ partnership letters as an appendix. *(Note: this will not count against the application page limit.)* Letters of support received after the application deadline for this FOA will not be included with your application.

D.2.2.9. Official Resolution

Include an official resolution adopted by the applicant's board of directors or governing body, or, for State government entities, an official authorized to commit the applicant to the financial and legal obligations associated with receipt of a financial assistance award under this FOA, verifying:

- The identity of the official with legal authority to enter into an agreement
- The board of directors, governing body, or appropriate official who has reviewed and supports the application submitted
- The capability of the applicant to provide the amount of funding and/or in-kind contributions specified in the funding plan
- That the applicant will work with Reclamation to meet established deadlines for entering into a grant or cooperative agreement

An official resolution meeting the requirements set forth above is mandatory.

If the applicant is unable to submit the official resolution by the application deadline because of the timing of board meetings or other justifiable reasons, the official resolution may be submitted up to 30 days after the application deadline.

D.3. Unique Entity Identifier and System for Award Management

All applicants (unless the applicant has an exception approved by Reclamation under 2 CFR §25.110[d]) are required to:

- (i) Be registered in the System for Award Management (SAM) before submitting its application;
- (ii) Provide a valid unique entity identifier in its application; and
- (iii) Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency.

Meeting the requirements set forth above is mandatory. If the applicant is unable to complete registration by the application deadline, the unique entity identifier must be obtained and SAM registration must be initiated within 30 days after the application deadline in order to be considered for selection and award. Reclamation will not make a Federal award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements and, if an applicant has not fully complied with the requirements by the time the Reclamation is ready to make an award, Reclamation may determine that the applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another applicant.

D.4. Submission Date and Time

Application submission date deadline:

Wednesday, January 31, 2018, 4:00 p.m. Mountain Standard Time

Proposals received after the application deadline will not be considered unless it can be determined that the delay was caused by Reclamation mishandling.

Please note that any application submitted for funding under this FOA may be subjected to a Freedom of Information Act request (5 USC Section 552, as amended by P.L. No. 110-175), and as a result, may be made publicly available. Following awards of funding, Reclamation will post all successful applications on the Reclamation website, www.usbr.gov/watersmart/cwmp/examples.html, after conducting any redactions determined necessary by Reclamation, in consultation with the recipient.

D.4.1. Application Delivery Instructions

Applications may be submitted electronically through Grants.gov (www.grants.gov) or hard copies may be submitted to either one of the following addresses. Under no circumstances will applications received through any other method (such as email or fax) be considered eligible for award.

By mail or USPS overnight services:

Bureau of Reclamation
Financial Assistance Support Section
Attn: Mr. Darren Olson
Mail Code: 84-27814
P.O. Box 25007
Denver, CO 80225

All other express delivery:

Bureau of Reclamation mail services
Attn: Mr. Darren Olson
Denver Federal Center
Bldg. 67, Rm. 152
6th Avenue and Kipling Street
Denver, CO 80225

By courier services: Bureau of Reclamation
Attn: Mr. Darren Olson
Denver Federal Center
Bldg. 56, Rm. 1000
6th Avenue and Kipling Street
Denver, CO 80225

D.4.2. Instructions for Submission of Project Application

Each applicant should submit an application in accordance with the instructions contained in this section.

D.4.2.1. Applications Submitted by Mail, Express Delivery or Courier Services

Please follow these instructions to submit your application by mail, express delivery, or courier services.

- Applicants should submit one copy of all application documents for hardcopy submissions. Only use a binder clip for documents submitted. Do not staple or otherwise bind application documents.
- Hard copy applications may be submitted by mail, express delivery, or courier services to the addresses identified in this FOA.
- Materials arriving separately will not be included in the application package and may result in the application being rejected or not funded. This does not apply to letters of support, funding commitment letters, or official resolutions.
- Faxed and emailed copies of application documents will not be accepted.
- Do not include a cover letter or company literature/brochure with the application. All pertinent information must be included in the application package.

D.4.2.2. Applications Submitted Electronically

If the applicant chooses to submit an electronic application, it must be submitted through Grants.gov (www.grants.gov). Reclamation encourages applicants to submit their applications for funding electronically through the URL: www.grants.gov/applicants/apply-for-grants.html. Applicant resource documents and a full set of instructions for registering with Grants.gov (www.grants.gov) and completing and submitting applications online are available at: www.grants.gov/applicants/apply-for-grants.html.

- Please note that submission of an application electronically requires prior registration through Grants.gov, which may take 7 to 21 days. Please see registration instructions at www.grants.gov/applicants/apply-for-grants.html. *In addition, please note that the Grants.gov system only accepts applications submitted by individuals that are registered and active in SAM as both a user and an Authorized Organizational Representative.*
- Applicants have experienced significant delays when attempting to submit applications through Grants.gov. If you plan to submit your application through Grants.gov you are encouraged to submit your application several days prior to the application deadline. If you are a properly registered Grants.gov applicant and encounter problems with the Grants.gov application submission process, you must contact the Grants.gov Help Desk to obtain a case number. This case number will provide evidence of your attempt to submit an application prior to the submission deadline.

Regardless of the delivery method used, you must ensure that your proposal arrives by the date and time deadline stated in this FOA. Applications received after this date and time due to weather or express delivery/courier performance will not be considered for award. Late applications will not be considered unless it is determined that the delay was caused by Reclamation mishandling or by a problem with the Grants.gov application system.

D.4.2.3. Acknowledgement of Application Receipt.

If an application is submitted by mail, express delivery, or courier, Reclamation will notify you via email that your application was received.

If an application is submitted through Grants.gov, you will receive an email acknowledging receipt of the application from Grants.gov. In addition, Reclamation will confirm via email that your application was successfully downloaded from Grants.gov.

D.5. Intergovernmental Review

This FOA is subject to Executive Order 12372, “Intergovernmental Review of Federal Programs.” A list of states that have elected to participate in the

intergovernmental review process is at www.whitehouse.gov/omb/grants_spoc. Applicants in these states must contact their state's Single Point of Contact (SPOC) to find out about and comply with the state's process under Executive Order 12372. The names and addresses of the SPOCs are listed in the Office of Management and Budget's website, www.whitehouse.gov/omb/grants_spoc.

D.6. Funding Restrictions: Pre-award Costs

Project pre-award costs that have been incurred prior to the date of award may be submitted for consideration as an allowable reimbursable expense. **In no case will pre-award costs incurred prior to October 1, 2017, be considered for cost-share purposes.**

For example, such costs might include costs associated with incorporation, initial stakeholder outreach, or environmental compliance required for monitoring, measurement, or other field work. Reclamation will review the proposed pre-award costs to determine if they are allowable in accordance with the authorizing legislation and applicable cost principles. To be considered allowable, any pre-award costs proposed for consideration under the new awards must comply with all applicable requirements under this FOA.

D.7. Automated Standard Application for Payments Registration

All applicants must also be registered with and willing to process all payments through the Department of Treasury Automated Standard Application for Payment (ASAP) system. All recipients with active financial assistance agreements with Reclamation must be enrolled in ASAP under the appropriate Agency Location Code(s) and the Data Universal Number System (DUNS) Number prior to the award of funds. If a recipient has multiple DUNS numbers they must separately enroll within ASAP for each unique DUNS Number and/or Agency. All of the information on the enrollment process for recipients, including the enrollment initiation form and the enrollment mailbox can be found at <https://www.usbr.gov/mso/aamd/asap.html>.

Note that if your entity is currently enrolled in the ASAP system with an agency other than Reclamation, you must enroll specifically with Reclamation in order to process payments.

Section E. Application Review Information

E.1. Technical Proposal: Evaluation Criteria

The evaluation criteria portion should be addressed in the technical proposal section of the application. Applications will be evaluated against the evaluation criteria listed below and should thoroughly address each criterion and sub-criterion in the order presented. If the work described in your application is a phase of a larger project, only discuss the benefits that will result directly from the work discussed in the technical project description and that is reflected in the budget, not the larger project.

Note: Projects may be prioritized to ensure balance among the program task areas and to ensure that the projects address the goals and objectives of this FOA.

E.1.1. Evaluation Criterion A— Watershed Group Diversity and Geographic Scope (30 points)

Up to **30 points** may be awarded for this criterion. Sub-criteria are listed in descending order of importance. The purpose of this criterion is to ensure that funding is prioritized for watershed groups that will restore trust with local communities by encouraging collaboration between a diverse array of stakeholders, and improving dialogues and relationships between stakeholders within the watershed.

Proposals demonstrating that the new or existing watershed group will represent the maximum diversity of interests, including representatives of the different sectors that exist within the watershed (e.g., hydropower production; livestock grazing; agriculture; industry; state, local, and tribal governments) (see: *Section A.2. Objective of this Funding Opportunity Announcement*), will receive the highest priority consideration under this criterion. For example, in previous years, successful applicants targeted a diverse array of stakeholders that included farmers, irrigators, tourist and recreation groups, industry, environmental organizations, universities, and local governments.

Priority will also be given to those proposals that target stakeholders and project concepts for small to medium sub-basin sized watersheds, for example an approximate 8-digit hydrological unit code as defined by the USGS water.usgs.gov/GIS/huc.html, and which represent the full extent of the watershed.

Sub-criterion No. A1. Watershed Group Diversity

Points shall be awarded to proposals based on the extent to which the watershed group will restore trust with local communities by encouraging collaboration

between a diverse array of stakeholders, and improving dialogues and relationships between stakeholders within the watershed.

Please describe the efforts that you will undertake to ensure that the watershed group will include a diverse array of stakeholders, including outreach to stakeholders or collaborating with other groups or partners. If the watershed itself does not include a diverse set of interests and sectors, please provide an explanation of this also (e.g., some watersheds may not include affected stakeholders in all of the sectors identified in the definition of a “watershed group” provided in *Section A.2. Objective of this Funding Opportunity Announcement*). In responding to this sub-criterion, please include:

- A description of the stakeholders within the watershed that affect or are affected by the quantity or quality of water within the watershed (“affected stakeholders”).
- For New Watershed Groups, a description of the affected stakeholders within the watershed that support the formation of watershed group. To the extent possible, please identify the specific stakeholders or groups that support the formation of the watershed group, describe their interest in the watershed, and reference any letters of support or pledges/donations from affected stakeholders.
- For Existing Watershed Groups, an explanation of the current membership of the watershed group and whether the current membership is representative of the affected stakeholders within the watershed. In other words, if the watershed group is already diverse, please provide support demonstrating the diversity of the group.
- Details on how you plan to target affected stakeholders to ensure that your group will represent a diverse set of stakeholders within the watershed, such as engaging in outreach to include new members, or collaborating with different groups or partners (e.g., outreach or partnership activities, public meetings, newsletters, marketing materials, or recruitment of new members).
- A description of how the development of this New or Existing Watershed Group will improve dialogues and relationships with persons and entities bordering Federal lands, or entities relying on water deliveries from Reclamation.
- An explanation of how the development of this New or Existing Watershed Group will expand the lines of communication between Federal, state, and local governments; tribes; and local communities.

- Any other support demonstrating that the watershed group will include a diverse membership.

Sub-criterion No. A2. Geographic Scope

Under this sub-criterion, higher priority will be given to proposed or existing watershed groups representing the full geographic extent of the watershed. Applicants will receive points based on the extent to which they intend to do work across the entire extent of the watershed.

In addition, proposals that target small to medium sub-basin sized watersheds, for example an approximate 8-digit hydrological unit code as defined by the USGS, water.usgs.gov/GIS/huc.html, will be given priority over large or very small watersheds.

Please provide the following information in response to this sub-criterion:

- Provide a map illustrating the geographic boundaries of the area in which the watershed group will work.
- The map should also identify the location or boundaries of the stakeholder groups within the area and indicate which stakeholders are currently involved in the group and which will be targeted through outreach. If a map of stakeholder location cannot be provided, please describe the geographic scope of the area to the best of your knowledge.
- Describe the extent to which the planned membership of the watershed group will represent the full geographic scope of the area in which the group intends to work. If applicable, describe the extent to which the watershed group already represents the geographic scope of the area.
- Describe the efforts that you will undertake to ensure that the watershed group will target stakeholders that represent the full geographic scope of the area in which the watershed group will work.

E.1.2. Evaluation Criterion B — Addressing Critical Watershed Needs (35 points)

Up to **35 points** may be awarded under this criterion based on the extent of the critical issues or needs within the watershed that can be addressed by the New or Existing Watershed Group. The purpose of this criterion is to ensure that funding is prioritized for watershed groups that will contribute to the Department of the Interior's conservation stewardship legacy by utilizing science to identify best practices to manage water resources and adapt to changes in the environment. Sub-criteria are listed in descending order of importance.

Sub-criterion No. B1. Critical Watershed Needs or Issues

Please describe in detail the critical issues or needs occurring within the watershed including, for example: declining ecological resiliency, water shortages, flooding, structural impairments, water supply, water quality issues (e.g., addressing Total Maximum Daily Loads, or targeting high priority activities in your state's "Measure W" watersheds), endangered species issues, conflicts over water supply, and other related issues faced by affected stakeholders. Endangered species issues may focus on, but are not limited to, activities prioritized by resource agencies such as National Oceanic and Atmospheric Administration's National Marine Fisheries Service (NOAA-NMFS) or U.S. Fish and Wildlife Service (USFWS), and appropriate state natural resource agencies.

Applicants should consider contacting Federal, state, and local agencies; non-governmental organizations; and other affected stakeholders to discuss what critical issues are affecting the watershed.

Sub-criterion No. B2. Developing Strategies to Address Critical Watershed Needs or Issues

Please describe in detail how the group plans to positively contribute to the management of the issues and needs of the watershed through the activities described in the proposal in order to resolve conflict and maximize the water supply for beneficial use (i.e., through outreach and partnership building, through watershed restoration planning activities, and through the project design). Please address the following when responding to this sub-criterion:

Stakeholder Outreach and Partnership Building: Describe the stakeholder outreach and partnership building that will be conducted and explain how it will contribute to the management of the critical watershed issues and needs?

- If the watershed group will build on previous partnership building efforts, describe these efforts and how the watershed group will expand upon them through this grant.
- Will the group facilitate discussions about land use planning processes and land use designations that govern public use and access? If so, how?
- Will the group establish relationships with conservation organizations advocating for balanced stewardship and use of public lands, or advocating for increased access to the Department of the Interior lands for hunting, fishing, and other recreation? If so, how?

Watershed Restoration Planning: Describe the process the watershed group will use to develop a watershed restoration plan and how completing the plan will contribute to the management of the critical watershed issues and needs.

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- How does the group plan to gather information regarding the critical issues and needs of the watershed (e.g., contacting government agencies, talking to stakeholders, literature research, monitoring and modeling activities)? Will the group use science to identify best practices to manage land and water resources and adapt to changes in the environment? If so, how?
- Will the group identify opportunities to resolve conflicts? If so, how?
- Will the group complete an analysis to prioritize issues within the restoration plan?
- If the watershed group will build on previous efforts, describe these efforts and how the watershed group will expand upon them through the work proposed in the proposal.

Watershed Management Project Design: Describe the process that the watershed group will use to design projects and how completing the project design will contribute to the management of the critical watershed issues and needs.

- To the extent known, describe the project(s) for which the watershed group will complete a design.
- Will the group complete an analysis in order to prioritize watershed management projects and identify specific project locations? If yes, describe this analysis.
- What type of site-specific project design and engineering will the watershed group complete?
- How will the watershed group develop a project timeline and milestones for the project?
- Will the watershed group work with Reclamation's environmental and cultural resource staff to determine what type of site-specific environmental compliance will be necessary for the project(s) upon implementation (Federal environmental compliance will be required if the project is implemented with Federal funding or is located on Federal lands).
- If the watershed group will build on previous efforts, describe these efforts and how the watershed group will expand upon them through the work proposed in the proposal.

E.1.3. Evaluation Criterion C— Implementation and Results (25 points)

Up to **25 points** may be awarded to proposals based on the extent to which the proposal demonstrates that the applicant understands program requirements, is able to implement planned activities within the required two year time frame, and

the extent to which the proposed activities will complement existing Federal, state or regional planning efforts. Sub-criteria are in descending order of importance.

Sub-criterion No. C1. Understanding of and Ability to Meet Program Requirements

Applicants should describe their plan for implementing the proposed scope of work. Please include an estimated schedule that shows the stages and duration of the proposed work. Applicants may refer back to their Technical Proposal if this information is provided there and do not need to provide duplicate information in addressing this sub-criterion if it exists elsewhere in the applicant's proposal. The schedule should include:

- Major tasks (e.g., stakeholder outreach; development of bylaws, a mission statement, and articles of incorporation; development of a watershed restoration plan and project design and concepts)
- Milestones for each task
- Start and end dates for each task and milestone
- Costs for each task

Sub-criterion No. C2. Building on Relevant Federal, State, or Regional Planning Efforts

Please describe how the proposed activities of the watershed group will complement or meet the goals of relevant Federal, state or regional planning efforts. Such plans may include but are not limited to:

- Water conservation plans
- Drought contingency plans
- Plans that meet the criteria identified in the U.S Environmental Protection Agency's (EPA) Nonpoint Source Management Program
- Plans that meet the EPA's criteria for Watershed-Based Plans
- Or other relevant plans or planning efforts

Applicants should describe how the proposed activities of the watershed group will complement or meet the goals of applicable Federal, state or regional water plans. Reclamation suggests that groups contact Federal, state, or local agencies in your area to identify existing goals and plans relevant to the watershed group. Please reference any relevant plans, but do not include these plans as part of this application.

E.1.4. Evaluation Criterion D— Nexus to Department of the Interior Initiatives (10 points)

Up to **10 points** may be awarded based on the extent that the proposal demonstrates that the project will support a Department of the Interior initiative.

- Will the development of the watershed group support implementation of a Department of the Interior initiative (e.g., the National Drought Resiliency Partnership, the Colorado River Pilot System Conservation Program, or the Urban Water Federal Partnership)?
- Will the development of the watershed group benefit a basin where a Reclamation project, facility, or activity is located?
- Will the development of the watershed group support a complementary initiative of another Department of the Interior agency (e.g., a U.S. Fish and Wildlife Service Wildlife Refuge or Bureau of Land Management National Conservation Area)?
- Will the development of the watershed group positively impact federally threatened or endangered aquatic or riparian species?
- Will the development of the watershed group benefit any tribe(s)?

E.2. Review and Selection Process

The Federal government reserves the right to reject any and all applications that do not meet the requirements or objectives of this FOA. Awards will be made for projects most advantageous to the Federal Government. Award selection may be made to maintain balance among the eligible projects listed in this FOA. The evaluation process will be comprised of the steps described in the following subsections.

E.2.1. Initial Screening

All application packages will be screened to ensure that:

- The applicant meets the eligibility requirements stated in this FOA.
- The applicant meets the unique entity identifier and SAM registration requirements stated in this FOA (this may be completed up to 30 days after the application deadline).
- The application meets the content requirements of the FOA package, including submission of a technical proposal, including responses to the evaluation criteria, a funding plan, budget proposal, and budget narrative.

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- The application contains a properly executed SF-424, Application for Financial Assistance and form SF-424B, Assurances Non-Construction Programs, and a completed SF-424A, Budget Information Non-Construction Programs
- The application includes an official resolution, adopted by the applicant's board of directors, governing body, or appropriate authorized official (this may be submitted up to 30 days after the application deadline).

Reclamation reserves the right to remove an application from funding consideration if it does not pass all Initial Screening criteria listed above. An applicant that has submitted an application that is determined to be ineligible for funding will be notified along with other applicants, or sooner, if possible.

E.2.2. Application Review Committee

Evaluation criteria will comprise the total evaluation weight as stated in the *Section E.1 Evaluation Criteria*. Application Review Information. Applications will be scored against the evaluation criteria by an Application Review Committee (ARC), made up of experts in relevant disciplines selected from across Reclamation. The ARC will also review the application to ensure that the Project meets the description of eligible projects and meets the objective of this FOA. The ARC may also change the Applicant Category for an application where they deem appropriate (See *Section B.2. Applicant Category Guidance*).

During ARC review, Reclamation may contact applicants to request clarifications to the information provided, if necessary.

E.2.3. Red-Flag Review

Following the results of the ARC review, Reclamation offices will review the top-ranking applications and will identify any reasons why a proposed project would not be feasible or otherwise advisable, including environmental or cultural resources compliance issues, permitting issues, legal issues, or financial position. Positive or negative past performance by the applicant and any partners in previous working relationships with Reclamation may be considered, including whether the applicant is making significant progress toward the completion of outstanding financial assistance agreements and whether the applicant is in compliance with all reporting requirements associated with previously funded projects.

In addition, during this review, Reclamation will address any specific concerns or questions raised by members of the ARC, conduct a preliminary budget review, and evaluate the applicant's ability to meet cost share as required.

E.2.4. Managerial Review

Reclamation management will prioritize projects to ensure the total amount of all awards does not exceed available funding levels. Management will also ensure that all projects meet the scope, priorities, requirements, and objectives of this FOA. Management may also prioritize projects to ensure that multiple project types are represented. After completion of the Managerial Review, Reclamation will notify applicants whose proposals have been selected for award consideration.

E.2.5. Pre-Award Clearances and Approvals

The following pre-award clearances and approvals must be obtained before an award of funding is made. If the results of all pre-award reviews and clearances are satisfactory, an award of funding will be made once the agreement is finalized (approximately one to three months from the date of initial selection). If the results of pre-award reviews and clearances are unsatisfactory, consideration of funding for the project may be withdrawn.

E.2.5.1 Environmental Review

If a project includes monitoring, measurement, or other fieldwork, Reclamation will forward the proposal to the appropriate Reclamation Regional or Area Office for completion of environmental compliance. To the extent possible, environmental compliance will be completed before a financial assistance agreement is signed by the parties. However, in most cases, the award will be made contingent on completion of environmental compliance. The financial assistance agreement will describe how compliance will be carried out and how the costs will be paid. Monitoring, measurement, or other fieldwork may not occur until this second level of environmental analysis is completed.

E.2.5.2 Budget Analysis and Business Evaluation

A Reclamation Grants Officer (GO) will also conduct a detailed budget analysis and complete a business evaluation and responsibility determination. During this evaluation, the GO will consider several factors that are important, but not quantified, such as:

- Allowability, allocability, and reasonableness of proposed costs
- Financial strength and stability of the applicant
- Past performance, including satisfactory compliance with all terms and conditions of previous awards, such as environmental compliance issues, reporting requirements, proper procurement of supplies and services, and audit compliance

- Adequacy of personnel practices, procurement procedures, and accounting policies and procedures, as established by applicable Office of Management and Budget circulars

E.4. Anticipated Announcement and Federal Award Date

Reclamation expects to contact potential award recipients and unsuccessful applicants in June 2018 or slightly later if necessary. Within one to three months after that date, financial assistance agreements will be awarded to applicants that successfully pass all pre-award reviews and clearances.

Section F. Federal Award Administration Information

F.1. Federal Award Notices

Successful applicants will receive by electronic mail, a notice of selection signed by a Reclamation GO. This notice is not an authorization to begin performance.

F.2. Administrative and National Policy Requirements

F.2.1 Environmental and Cultural Resources Compliance

Projects that include monitoring, measurement, or other fieldwork will require compliance with the NEPA before any ground-disturbing activity may begin. Compliance with all applicable state, Federal and local environmental, cultural, and paleontological resource protection laws and regulations is also required. These may include, but are not limited to, the CWA, the ESA, the NHPA, consultation with potentially affected tribes, and consultation with the State Historic Preservation Office.

Reclamation will be the lead Federal agency for NEPA compliance and will be responsible for evaluating technical information and ensuring that natural resources, cultural, and socioeconomic concerns are appropriately addressed. As the lead agency, Reclamation is solely responsible for determining the appropriate level of NEPA compliance. Further, Reclamation is responsible to ensure that findings under NEPA, and consultations, as appropriate, will support Reclamation's decision on whether to fund a project. Environmental and cultural resources compliance costs are considered project costs. These costs will be considered in the ranking of applications.

Under no circumstances may an applicant begin any monitoring, measurement, or other ground-disturbing activities before environmental and cultural resources compliance is complete and Reclamation explicitly authorizes work to proceed. This pertains to all components of the proposed project, including those that are part of the applicant's non-Federal cost-share. Reclamation will provide a successful applicant with information once such compliance is complete. An applicant that proceeds before environmental and cultural resources compliance is complete may risk forfeiting Reclamation funding under this FOA.

F.2.2. Approvals and Permits

Recipients shall adhere to Federal, state, territorial, tribal, and local laws, regulations, and codes, as applicable, and shall obtain all required approvals and permits. Recipients shall also coordinate and obtain approvals from site owners and operators.

F.2.3. Data and Data Tools

Any spatially explicit data or tools developed in the performance of an award made under this FOA must be developed in industry standard formats that are compatible with Geographic Information System platforms.

F.2.4. Intangible Property (2 CFR 200.315)

(a) Title to intangible property acquired under a Federal award vests upon acquisition in the non-Federal entity (see §200.59 Intangible Property [of this CFR]). The non-Federal entity must use that property for the originally-authorized purpose, and must not encumber the property without approval of the Federal awarding agency. When no longer needed for the originally authorized purpose, disposition of the intangible property must occur in accordance with the provisions in §200.313(e) Equipment [of this CFR].

(b) The non-Federal entity may copyright any work that is subject to copyright and was developed, or for which ownership was acquired, under a Federal award. The Federal awarding agency reserves a royalty-free, nonexclusive and irrevocable right to reproduce, publish, or otherwise use the work for Federal purposes, and to authorize others to do so.

(c) The non-Federal entity is subject to applicable regulations governing patents and inventions, including government wide regulations issued by the Department of Commerce at 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Awards, Contracts and Cooperative Agreements.”

(d) The Federal government has the right to:

(1) Obtain, reproduce, publish, or otherwise use the data produced under a Federal award; and

(2) Authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes.

(e) Freedom of Information Act (FOIA).

Section F. Federal Award Administration Information

(1) In response to a Freedom of Information Act (FOIA) request for research data relating to published research findings produced under a Federal award that were used by the Federal government in developing an agency action that has the force and effect of law, the Federal awarding agency must request, and the non-Federal entity must provide, within a reasonable time, the research data so that they can be made available to the public through the procedures established under the FOIA. If the Federal awarding agency obtains the research data solely in response to a FOIA request, the Federal awarding agency may charge the requester a reasonable fee equaling the full incremental cost of obtaining the research data. This fee should reflect costs incurred by the Federal agency and the non-Federal entity. This fee is in addition to any fees the Federal awarding agency may assess under the FOIA (5 USC 552(a)(4)(A)).

(2) Published research findings means when:

- (i) Research findings are published in a peer-reviewed scientific or technical journal; or
- (ii) A Federal agency publicly and officially cites the research findings in support of an agency action that has the force and effect of law. “Used by the Federal government in developing an agency action that has the force and effect of law” is defined as when an agency publicly and officially cites the research findings in support of an agency action that has the force and effect of law.

(3) Research data means the recorded factual material commonly accepted in the scientific community as necessary to validate research findings, but not any of the following: preliminary analyses, drafts of scientific papers, plans for future research, peer reviews, or communications with colleagues. This “recorded” material excludes physical objects (e.g., laboratory samples). Research data also does not include:

- (i) Trade secrets, commercial information, materials necessary to be held confidential by a researcher until they are published, or similar information which is protected under law; and
- (ii) Personnel and medical information and similar information the disclosure of which would constitute a clearly unwarranted invasion of personal privacy, such as information that could be used to identify a particular person in a research study.

F.3. Reporting—Requirements and Distribution

If the applicant is awarded an agreement as a result of this FOA, the applicant will be required to submit the following reports during the term of the agreement.

F.3.1. Financial Reports

Recipients will be required to submit a fully completed form SF-425 Federal Financial Report on at least a quarterly basis and with the final performance report. The SF-425 must be signed by a person legally authorized to obligate the recipient.

F.3.2. Interim Performance Reports

The specific terms and conditions pertaining to the reporting requirements will be included in the financial assistance agreement.

Interim performance reports submitted on at least a quarterly basis, that include the following information:

- A comparison of actual accomplishments to the milestones established by the financial assistance agreement for the period
- The reasons why established milestones were not met, if applicable
- The status of milestones from the previous reporting period that were not met, if applicable
- Whether the project is on schedule and within the original cost estimate
- Any additional pertinent information or issues related to the status of the project

Two-year projects will be required to submit a 270-day (9-month) sufficiency report to demonstrate that sufficient progress has been made in order to receive second year funding.¹

F.3.3. Final Performance Reports

Recipients will be required to submit a final performance report encompassing the entire period of performance. The final performance report must include, but is not limited to, the following information:

¹ Please keep in mind that a grant recipient shall not be eligible to receive second year funding unless it is determined that the watershed group is making sufficient progress towards meeting the milestones outlined in the financial assistance agreement.

Section F. Federal Award Administration Information

- Whether the Project objectives and goals were met
- If applicable, a copy of the completed Watershed Restoration Plan
- An industry standard map of the area in which the watershed group will work. Please provide this information in one of the following formats:
 1. Shapefile (.shp)
 2. KMZ/KML (.kmz or .kml) aka Google Earth File, not an exported Google Earth map
 3. AutoCAD (.dwg)
 4. PDF map (.pdf)
- Photographs documenting the Project are also appreciated

Note: Reclamation may print photos with appropriate credit to the applicant. Also, final reports are public documents and will be made available on Reclamation's website.

F.4. Releasing Applications

Following awards of funding, Reclamation may post all successful applications on the Reclamation website after conducting any redactions determined necessary by Reclamation, in consultation with the recipient.

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Section G. Agency Contacts

There will be no pre-application conference. Organizations or individuals interested in submitting applications in response to this FOA may direct questions to the Reclamation personnel identified below.

G.1.Reclamation Financial Assistance Management Contact

Questions regarding application and submission information and award administration may be submitted to the attention of Darren Olson, Grants Management Specialist, as follows:

By mail: Bureau of Reclamation
Financial Assistance Support Section
Attn: Mr. Darren Olson
Mail Code: 84-27814
P.O. Box 25007
Denver, CO 80225

By email: dolson@usbr.gov

By phone: 303-445-3697

G.2.Reclamation Program Coordinator Contact

Questions regarding applicant and project eligibility and application review may be submitted to the attention of Avra Morgan, Cooperative Watershed Management Program Coordinator, or Robin Graber, Program Analyst, as follows:

By mail: Bureau of Reclamation
Water Resources and Planning Division
Attn: Ms. Avra Morgan
Mail Code: 84-51000
P.O. Box 25007
Denver, CO 80225

By e-mail: aomorgan@usbr.gov

By phone: 303-445-2906

OR

Funding Opportunity Announcement No. BOR-DO-18-F005

By mail: Bureau of Reclamation
Water Resources and Planning Division
Attn: Ms. Robin Graber
Mail Code: 84-51000
P.O. Box 25007
Denver, CO 80225

By e-mail: rgraber@usbr.gov

By phone: 303-445-2764

Section H. Other Information

The following is a brief overview of NEPA, NHPA, and ESA. This information is only relevant to proposals that include measurement, monitoring and field work. While these statutes are not the only environmental laws that may apply to water marketing strategies, they are the Federal laws that most frequently do apply. Compliance with all applicable environmental laws will be initiated by Reclamation concurrently, immediately following the initial recommendation to award a financial assistance agreement under this FOA. The descriptions below are intended to provide you with information about the environmental compliance issues that may apply to your projects and to help you budget appropriately for the associated compliance costs.

H.1. National Environmental Policy Act

NEPA requires Federal agencies such as Reclamation to evaluate, during the decision-making process, the potential environmental effects of a proposed action and any reasonable mitigation measures. Before Reclamation can make a decision to fund an award under this FOA, Reclamation must comply with NEPA. Compliance with NEPA can be accomplished in several ways, depending upon the degree and significance of environmental impacts associated with the proposal:

Some projects may fit within a recognized **Categorical Exclusion (CE)** to NEPA (i.e., one of the established categories of activities that generally do not have significant impacts on the environment). If a project fits within a CE, no further NEPA compliance measures are necessary. Use of a CE can involve simple identification of an applicable **Interior CE** or documentation of a **Reclamation CE** using a **Categorical Exclusion Checklist (CEC)**. If a CE is being considered, Reclamation will determine the applicability of the CE and whether extraordinary circumstances (i.e., reasons that the CE cannot be applied) exist. That process can take anywhere from 1 day to about 30 days, depending upon the specific situation.

If the project does not fit within a CE, compliance with NEPA might require preparation of an **Environmental Assessment/Finding of No Significant Impact (EA/FONSI)**. Generally, where no CE applies but there are not believed to be any significant impacts associated with the proposed action, an EA will be required. The EA is used to determine whether any potentially significant effects exist (which would trigger the further step of an **Environmental Impact Statement (EIS)**, below). If no potentially significant effects are identified, the EA process ends with the preparation of a FONSI. The EA/FONSI process is more detailed than the CE/CEC process and can take weeks or even months to complete. Consultation with other agencies and public notification are part of the EA process.

The most detailed form of NEPA compliance, where a proposed project has potentially significant environmental effects, is completion of an **EIS and Record of Decision (ROD)**. An EIS requires months or years to complete, and the process includes considerable public involvement, including mandatory public reviews of draft documents. It is not anticipated that projects proposed under this program will require completion of an EIS.

During the NEPA process, potential impacts of a project are evaluated in context and in terms of intensity (e.g., will the proposed action affect the only native prairie in the county? Will the proposed action reduce water supplied to a wetland by 1 percent? Or 95 percent?). The best source of information concerning the potentially significant issues in a project area is the local Reclamation staff that has experience in evaluating effects in context and by intensity.

Reclamation has the sole discretion to determine what level of environmental NEPA compliance is required. If another Federal agency is involved, Reclamation will coordinate to determine the appropriate level of compliance. You are encouraged to contact your regional or area Reclamation office. See www.usbr.gov/main/offices.html with questions regarding NEPA compliance issues. You may also contact the Program Coordinator for further information (*see Section G. Agency Contacts*).

H.2. National Historic Preservation Act

To comply with Section 106 of the NHPA, Reclamation must consider whether a proposed project has the **potential to cause effects to historic properties**, before it can complete an award under this FOA. Historic properties are cultural resources (historic or prehistoric districts, sites, buildings, structures, or objects) that qualify for inclusion in the National Register of Historic Places. In some cases, water delivery infrastructure that is over 50 years old can be considered a historic property that is subject to review.

If a proposal is selected for initial award, the recipient will work with Reclamation to complete the Section 106 process. Compliance can be accomplished in several ways, depending on how complex the issues are, including:

- If Reclamation determines that the proposed project does not have the potential to cause effects to historic properties then Reclamation will document its findings and the Section 106 process will be concluded. This can take anywhere from a couple of days to one month.
- If Reclamation determines that the proposed project could have effects on historic properties, a multi-step process, involving consultation with the State Historic Preservation Officer and other entities, will follow. Depending on the nature of the project and impacts to cultural resources,

consultation can be complex and time consuming. The process includes:

- A determination as to whether additional information is necessary
 - Evaluation of the significance of identified cultural resources
 - Assessment of the effect of the project on historic properties
 - A determination as to whether the project would have an adverse effect and evaluation of alternatives or modifications to avoid, minimize, or mitigate the effects
 - A Memorandum of Agreement is then used to record and implement any necessary measures. At a minimum, completion of the multi-step Section 106 process takes about two months.
- Among the types of historic properties that might be affected by projects proposed under this FOA are **historic irrigation systems** and **archaeological sites**. An irrigation system or a component of an irrigation system (e.g., a canal or headgate) is more likely to qualify as historic if it is more than 50 years old, if it is the oldest (or an early) system/component in the surrounding area, and if the system/component has not been significantly altered or modernized. In general, proposed projects that involve ground disturbance, or the alteration of existing older structures, are more likely to have the potential to affect cultural resources. However, the level of cultural resources compliance required, and the associated cost, depends on a case-by-case review of the circumstances presented by each proposal.

You should contact your State Historic Preservation Office and your local Reclamation office's cultural resources specialist to determine what, if any, cultural resources surveys have been conducted in the project area. See www.usbr.gov/cultural/crmstaff.html for a list of Reclamation cultural resource specialists. If an applicant has previously received Federal financial assistance it is possible that a cultural resources survey has already been completed.

H.3. Endangered Species Act

Pursuant to Section 7 of the ESA, each Federal agency is required to consult with the USFWS or NOAA Fisheries Service to ensure any action it authorizes, funds, or carries out is not likely to **jeopardize the continued existence of any endangered or threatened species or destroy or adversely modify any designated critical habitat**.

Before Reclamation can approve funding for the implementation of a proposed project, it is required to comply with Section 7 of the ESA. The steps necessary for ESA compliance vary, depending on the presence of endangered or threatened species and the effects of the proposed project. A rough overview of the possible

course of ESA compliance is:

- If Reclamation can determine that there are no endangered or threatened species or designated critical habitat in the project area, then the ESA review is complete and no further compliance measures are required. This process can take anywhere from one day to one month.
- If Reclamation determines that endangered or threatened species may be affected by the project, then a **Biological Assessment** must be prepared by Reclamation. The Biological Assessment is used to help determine whether a proposed action may affect a listed species or its designated critical habitat. The Biological Assessment may result in a determination that a proposed action **is not likely to adversely affect** any endangered or threatened species. If the USFWS/NOAA Fisheries Service concurs in writing, then no further consultation is required and the ESA compliance is complete. Depending on the scope and complexity of the proposed action, preparation of a Biological Assessment can range from days to weeks or even months. The USFWS/NOAA Fisheries Service generally respond to requests for concurrence within 30 days.
- If it is determined that the project **is likely to adversely affect listed species**, further consultation (**formal consultation**) with USFWS or NOAA Fisheries Service is required to comply with the ESA. The process includes the creation of a **Biological Opinion** by the USFWS/NOAA Fisheries Service, including a determination of whether the project would **jeopardize** listed species and, if so, whether any **reasonable and prudent** alternatives to the proposed project are necessary to avoid jeopardy. Nondiscretionary **reasonable and prudent measures** and **terms and conditions** to minimize the impact of incidental take may also be included. Under the timeframes established in the ESA regulations, the Biological Opinion is issued within 135 days from the date that formal consultation was initiated, unless an extension of time is agreed upon.

The time, cost, and extent of the work necessary to comply with the ESA depends upon whether endangered or threatened species are present in the project area and, if so, whether the project might have effects on those species significant enough to require formal consultation.

ESA compliance is often conducted parallel to the NEPA compliance process and, as in the case of a CEC, documented simultaneously. The best source of information concerning the compliance with the ESA in a particular project area is the local Reclamation environmental staff that can be helpful in determining the presence of listed species and possible effects that would require consultation with the USFWS or NOAA Fisheries Service. Contact your regional or area Reclamation office, www.usbr.gov/main/offices.html with questions regarding ESA compliance issues.